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Excerpts from ODP Staff Meeting – 26 March 1982

1. Mr. Johnson reported on last Friday's (19 March) SAFE briefing of the Senate Select Committee on Intelligence and Tuesday's similar briefing for the House Permanent Select Committee on Intelligence (23 March). [   ] provided a briefing on the results of the Preliminary Design Review (PDR). There were several questions on the prospect for increased costs and extended time requirements. Both the House and Senate Committee staffs clearly support attempts to give analysts increased computer capabilities. (U)   25X1

2. The Director of Logistics reported on a former employee who now has a court reporting service that has developed a computer link that is able to translate from stenotype machine input onto a computer display in clear text. This mechanism is being used to aid hearing impaired individuals during court proceedings. (U)

3. The report at last week's staff meeting that the four-day compressed workweek was not affected by the 5-4-9 ruling by OGC was based on erroneous information. The four-day workweek was included in this ruling. (See weekly report from Admin.) (U)

4. Mr. Johnson asked if anyone had been having problems about getting signers to interpret for the deaf. A contract problem has prevented the signers from getting paid. (U)

5. A requirement to keep the Office of External Affairs informed of Agency contacts with Congress or congressional staffs has been levied on all directorates. The Executive Officer will continue to serve as the focal point within ODP. (U)

6. The last of the DDO division briefings for DDA Office Directors was held on 25 March. The DDA requested these briefings in order to include DDO support requirements in the 1984 budget. (U)

7. On 25 March, Messrs. Johnson and [   ] briefed John McMahon on the status of ODP. Mr. McMahon was very interested and receptive. (U)   25X1

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25X1   8.   [   ] reported that he has handed out the preliminary agenda for the IDC Spring conference which will be held at the Doral Country Club in Palm Springs, Florida.   (U)

25X1   9.   [   ] ODP Personnel Officer, is now under cover and the appropriate classification should be used on correspondence that refers to [   ] by name.   (C)   25X1

25X1   10.   [   ] reported that ODP's PMCD audit has been switched to July 1983. The audit is to include all of ODP not audited in 1981, except for two positions in A Division that have already been audited and two positions in CSPO, an outstanding requirement since 1976.   (U)

25X1   11.   [   ] reported that the Records Management Report is nearing completion. If you receive a copy to review, it is requested that you review and return it promptly.   (U)

25X1   12.   [   ] reported that [   ] has returned to work   25X1
part-time after undergoing open heart surgery.   (U)

       13.   [   ]   25X1
[   ] received letters of appreciation from James N. Glerum, Director of Personnel, for their support to the Office of Personnel.   (U)

       14.   Attached is a copy of ODP's weekly report to the DDA and excerpts from the Division/Staff weekly reports.   (U)

[   ]   25X1

Attachment:
   As Stated

26 March 1982

Excerpts from ODP Div/Staff Reports for Week Ending 23 March 1982

Management

STAT   As of 23 March, there were 50 outstanding advances totaling [   ] none of which were delinquent. (AIUO) [   ]   STAT

The ODP MBO sessions have been scheduled for the week of 19 April. Concerned parties have been notified of the time and place of their presentations.

The DDA MBO session has been scheduled for 29 April. Participants will be notified of the time and place when more information is received from the DDA Management Staff. (AIUO)

STAT   [   ]

Administrative

STAT   [   ] EOD'd to ED/ODP on 22 March. [   ] EOD'd to   STAT
STAT   CSS/ODP on 22 March. [   ] was reassigned from ED/ODP to
DDI on 22 March.

[   ]   STAT

Contrary to the information that was passed along from the DDA at the ODP staff meeting on 19 March, ALL flextime work schedules, four day work weeks as well as the 5/4-9 schedule, were discontinued effective 19 March 1982. They will not be reinstituted in the Agency until we receive official notice from OP or OGC. Non-standard schedules worked by computer operators in Operations and data base specialists in Production to provide 24-hour coverage are not affected. Call ODP Personnel, [   ] for more information.   STAT

Applications

Support to ODP. FETTLE (Study and Implement Means to Increase the Productivity of ODP Applications). The long awaited documentation standards for Applications have been completed in draft and have been released for final review prior to publication. Provided no major problems arise, general Applications-wide distribution will be forthcoming. [   ]   STAT

STAT   [   ] transferred from OL to B Division on 22 March. She can be reached at 2D42 [   ]   STAT
EOD'd as a part timer for A Division on 22 March. She can be reached at room 234, [   ]   STAT

Appliations

STAT

Two members of the PMCD staff requested and were given a tour
of [   ] Special Centers. The tour was a refresher
for PMCD on the computer center environment. They were preparing
for an audit of another Agency computer component. [   ]

STAT

ODP 82-400
25 March 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
                 Director of Data Processing

SUBJECT: ODP Report for Week Ending 24 March 1982

Brooks Bill Exemption Update

In a telephone conversation with Mr. Mark Grove, Special
Assistant to the Deputy Director of Research and Engineering
of DoD, ODP Management Staff learned the status of activities
vis-a-vis the DoD Brooks Act exemption. A working group has been
formed that is investigating ADP equipment acquisition in the
exemption environment. They are expected to report by
31 July 1982. Currently DoD is acting under interim guidelines
which have just removed the requirement to interact with the
General Services Administration for the procurement of intel-
ligence or national security related ADP equipment, the ADP
equipment grouping that received the legislative exemption.
Mr. Grove indicated he would keep Management Staff abreast of
his activities in this area.

The CIA Brooks Bill exemption request has been recently
forwarded by OMB to Congress. (AIUO)   STAT

SAFE

The Consolidated SAFE Project Office gave briefings to the
staffs of the Senate Select Committee on Intelligence and the
House Select Committee on Intelligence on 19 and 23 March,
respectively.

The SAFE Audit Team completed its visit to TRW on 19 March.
The team is now analyzing the data to prepare a report which is
STAT due in early April.

Significant Events During the Coming Week

PRIM (Personnel Resource Information Management System).
The PRIM project leader will brief ODP and OP management on the
status of the PRIM project on 26 March. The briefing will
include the accomplishments, current status, and plans to the
STAT next milestone.

CAMS (COMIREX Automated Management System). The CAMS2 (P/S)
Preliminary System Design Review (PSDR) is scheduled for
29-31 March. This first major milestone of the CAMS2 project
will be held at the CAMS2 P/SDC [   ] facility. [   ]   STAT STAT

The SAFE Steering Committee will meet with Admiral Inman on 30 March at the Headquarters building.

STAT

(Signed)

STAT

Bruce T. Johnson